

**TERMS OF REFERENCE  
AND TECHNICAL SPECIFICATIONS**

In the framework of the European Union (EU) funded CIRCULAR project, Expertise France is seeking **an individual consultant/team to facilitate a field survey** study of the impact of the prohibition of free issuance of shopping bags for Low-Density Polyethylene (LDPE) and Linear Low-Density Polyethylene (LLDPE) in Sri Lanka.

**General information**

Assignment name	Facilitate a field survey study of the impact of the prohibition of free issuance of shopping bags for Low-Density Polyethylene (LDPE) and Linear Low-Density Polyethylene (LLDPE) in Sri Lanka
Country	Sri Lanka
Maximum estimated budget	5 500 000 LKR
Maximum estimated duration of the contract	2 months
Expected starting date of the contract	20 April 2026

**I. Context and justification of the need**

Plastic pollution in Sri Lanka has emerged as a pressing environmental, public health, and economic concern, casting a shadow over the island nation's natural beauty and cultural heritage. The mismanagement of plastic waste poses serious environmental, public health, and economic risks, affecting marine ecosystems, water quality, and key sectors like tourism and fishing that contributes significantly to the economy. The National Action Plan on Plastic Waste Management (2021-2030) identifies packaging, consumer products as one of the primary sources of plastic waste, with food-related SUP items, such as straws and packaging, being a major contributor.

As part of the Government of Sri Lanka's ongoing commitment to environmental protection, the Consumer Affairs Authority issued Gazette Notification No. 2456/41 dated October 01, 2025, prohibiting traders from free issuance of bags made of Low-Density Polyethylene (LDPE) and Linear Low-Density Polyethylene (LLDPE) at the time of selling of goods to consumers. Initial observations suggest a generally positive reception among environmentally conscious citizens and responsible business operators.

However, to ensure evidence-based policy refinement and effective enforcement, it is essential to systematically assess the level of compliance, public awareness, business adaptation, and overall reception of this regulation across the country. The findings of this survey will directly inform policy adjustments, targeted awareness programmes, enforcement strategies, and future regulatory interventions related to plastic and polythene pollution control.

**1) Expertise France**

Expertise France is the French Public Agency For International Technical Cooperation. As a subsidiary of the Agence Française de Développement Group (AFD Group), it designs and implements projects which aim to contribute to the balanced development of partner countries, in line with the Sustainable Development Goals (SDGs) of the 2030 Agenda and the priorities of France's external action

The agency achieves this goal by implementing national- or regional-scale projects in major areas of public action:

- Democratic, economic and financial governance
- Peace, stability and security
- Climate, agriculture and sustainable development
- Health and human development.

Expertise France promotes international solidarity by facilitating the transfer of skills, fostering peer dialogue, and mobilizing experts to support development cooperation aligned with the rule of law, human rights, and France's Official Development Assistance priorities. For more information: [www.expertisefrance.fr](http://www.expertisefrance.fr)

### 2) CIRCULAR Project

"Circular Economy in the Food Sector (CIRCULAR)" project is a threefold umbrella "CIRCULAR" programme funded by the European Union (EUD-Sri Lanka), for 36 months (2024-2027). It is implemented by three Implementing Organisations (IOs): Expertise France (EF), the Food and Agriculture Organization (FAO), and the Gesellschaft für Internationale Zusammenarbeit (GIZ). CIRCULAR takes an integrated approach to "promote a circular economy in the food sector" in Sri Lanka, especially aiming at the reduction of food waste and loss, as well as the reduction of Single-Use-Plastic.

The Specific Objectives (outcomes) of the Action are:

**Specific Objective 1 (SO1):** to increase recovery, processing and supply of edible and safe food surplus and/or waste for the benefit of vulnerable consumers and/or food producers.

**Specific Objective 2 (SO2):** to enhance effectiveness of the sustainable production, distribution and consumption models related to food waste/loss and single-use plastic (SUP) food packaging.

**Expertise France works on SO2:** With a focus on reducing SUP in the food sector by raising awareness of actors along the SUP, supply chain via Output;

#### **2.1 Increased awareness (and behavioural changes) among the general public, economic operators, consumers and civil society about public incentives, sustainable products, solutions and services on the market**

**Through Output 2.1,** Expertise France aims to advance a circular economy in Sri Lanka's food sector, with a particular emphasis on reducing single-use plastic (SUP) waste. This will be achieved by fostering awareness and driving behaviour change among consumers, businesses, civil society, and the public. Under this output, Expertise France will implement targeted activities to generate evidence-based knowledge and influence consumer behaviour, policy frameworks, and regulatory measures, ultimately supporting the transition to more sustainable production and consumption practices.

## II. Objectives of this assignment

### 1) Context

Plastic and polythene pollution continues to pose a significant environmental challenge in Sri Lanka. In response, the Government of Sri Lanka, through the Consumer Affairs Authority, issued a Gazette Notification prohibiting the free issuance of bags made of Low-Density Polyethylene (LDPE) and Linear Low-Density Polyethylene (LLDPE) at the point of sale, effective 1 November 2025.

To support the effective implementation and enforcement of this regulation, Expertise France in collaboration with the Ministry of Environment, Sri Lanka intends to conduct an island-wide survey to assess retailer compliance and consumer behavior regarding the issuance of sili-sili bags.

### 2) Objective

The overall objective of this assignment is to conduct a nationwide survey to assess the implementation, compliance, and behavioral impact of the Government of Sri Lanka's prohibition on the free issuance of shopping bags made from Low-Density Polyethylene (LDPE) and Linear Low-Density Polyethylene (LLDPE), introduced through a Gazette Notification by the Consumer Affairs Authority and effective from 1 November 2025. Expertise France seeks to recruit a consultant/technical expert to design, organize, facilitate, train, and oversee the full implementation of the survey. The survey will cover all 341 Divisional Secretariat (DS) divisions, targeting approximately:

- 16,500 retail establishments (up to 50 per DS)
- 82,500 consumers (5 per selected retail outlet)

Expertise France will lead the exercise, in coordination with the Ministry of Environment, District and Divisional Secretariats. The Ministry of environment will team up field enumerators to be coordinated and trained by the Consultant/ Technical Expert.

The Consultant/Technical expert is expected to provide technical leadership and operational coordination for the successful implementation of the island wide survey, ensuring high-quality data collection, proper training and mobilization of enumerators, and timely delivery of analytical outputs.

### III. Description of the assignment

The Consultant will lead the end-to-end management of a national survey, including preparation, enumerator training, field coordination, and data analysis. This includes finalizing the survey methodology and tools, developing sampling and field plans, training and supervising enumerators, ensuring data quality and integrity, analyzing quantitative and qualitative data, and producing a comprehensive report with district-level findings for review and validation by Expertise France and the Ministry of Environment. The Consultant assumes full financial and administrative responsibility for remunerating enumerators, including verification of outputs, payment processing, and compliance with the agreed payment framework.

### IV. Scope of work:

#### Task 1: Assignment Preparation

- 1.1 Conduct an inception meeting with the technical teams of Expertise France and the Ministry of Environment to clarify the scope, objectives, expected results, and deliverables of the assignment.
- 1.2 Review and refine the survey design and methodology in consultation with the Ministry's technical team to ensure it aligns with the study objectives.
- 1.3 Finalize and standardize the retailer and consumer questionnaires, and develop appropriate data collection tools (Digital or paper-based, as agreed).
- 1.4 Develop a comprehensive sampling strategy and field implementation plan covering all 341 DS divisions.
- 1.5 Establish data quality assurance and validation mechanisms to ensure accuracy, reliability, and consistency of Collected data.
- 1.6 Submit an inception report outlining the finalized methodology, sampling framework, study matrix, data collection Instruments, fieldwork plan, quality assurance measures, and overall work plan for review and approval by the Ministry of Environment and Expertise France.
- 1.7 Distribution of paper based Questionnaires

#### Task 2: Organization and Facilitation of Enumerator Training.

- 2.1 Develop a structured training curriculum for field enumerators, aligned with the survey methodology and data Collection tools.
- 2.2 Coordinate with the Ministry of Environment, District Secretariats, and Divisional Secretariats to organize and schedule. Enumerator training sessions in respective districts. Deliver comprehensive training sessions covering survey objectives, interview techniques (for retailers and consumers),
- 2.3 Use of digital data collection tools, data recording and reporting procedures, quality assurance protocols, and ethical standards including informed consent.
- 2.4 Facilitate technical/advisory support to address enumerator queries and field-level challenges during data collection.

#### Task 3: Mobilization and Field Coordination

- 3.1 Provide ongoing technical supervision, coordination and operational support to enumerators in conducting the survey in the field.
- 3.2 Review completed questionnaires to make sure the information collected is accurate, consistent, and complete.
- 3.3 Monitor field progress against agreed targets, timelines, and performance indicators, ensuring standardized implementation across all districts.
- 3.4 Ensure data integrity, secure data management, and strict adherence to confidentiality and ethical standards.
- 3.5 Upon validation of completed milestones, the Consultant shall directly manage and pay enumerators in accordance

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with the agreed payment structure and conditions.

### Task 4: Data Analysis and Reporting

4.1 Oversee data cleaning and prepare cleaned dataset for analysis

4.2 Analyze the data using quantitative and qualitative methods to identify effectiveness, impact and generate an assessment on compliance levels, gaps, and enforcement challenges.

4.3 Produce district-level disaggregated findings to highlight local variations.

4.4 Prepare a comprehensive survey report with an executive summary, and present the findings at a validation workshop to Expertise France and the Ministry of Environment for review and feedback.

4.5 Submit the final report after incorporating all revisions.

## V. Anticipated deliverables and timeline

Activity	Tasks	Deliverables	Timeline
1. Assignment Preparation	1.1 Conduct Inception meeting 1.2 Review and refine the survey design and methodology 1.3. Finalize retailer and consumer questionnaires, and develop appropriate data collection tools. 1.4 Develop a comprehensive sampling strategy and field implementation plan 1.5 Establish data quality assurance and validation mechanisms. 1.6 Submit inception report	1.1 Minutes of inception meeting. 1.2 Finalized survey questionnaire (digital/paper-based) 1.4 Sampling strategy and detailed field implementation plan. 1.5 Data quality assurance and validation framework. 1.6 Validated inception report	0+2 weeks
2. Organization and Facilitation of Enumerator Training.	2.1 Develop a training material, data collection guild lines and field work schedule and for field enumerators 2.2 organize and schedule enumerator-training sessions in respective districts. 2.3 Deliver comprehensive training sessions on data collection 2.4 Facilitate technical support mechanism to address enumerator queries and field-level challenges during data collection.	2.1 Enumerator training, data collection guideline and field work schedule. 2.2 Enumerator training schedule. 2.3 Attendance sheets for all training sessions. 2.4 Feedback record.	0+3 weeks
3. Mobilization and Field Coordination	3.1 Supervise and provide technical support to enumerators for survey-field implementation. 3.2 Review completed questionnaires. 3.3 Monitor field progress against agreed targets and timelines 3.4 Validate deliverables and disburse payments for enumerators.	3.3 Consolidated field progress report against timeline/target. 3.4. Enumerator timesheets	0+6 weeks
4. Data Analysis and Reporting	4.1 Oversee data cleaning and prepare cleaned dataset for analysis 4.2 Data analysis (quantity/qualitative)	4.1 Validated data report 4.2 Consolidated analysis brief 4.3 District level disaggregated data and analysis report	0+8 weeks

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	4.3 Produce district-level disaggregated findings to highlight local variations. 4.4 Prepare survey report and present the findings at a validation workshop. 4.5 Submit the final survey report after incorporating all revisions.	4.4 Draft Survey report and meeting minutes. 4.5 Revised survey reporting including executive summary.	
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### VI. Experience and skills required from applicants

#### The Consultant/or the lead technical expert should demonstrate the following core profile

- An advanced university degree in Social Sciences, Statistics, Economics, Environmental Management or a related field relevant to survey research and environmental policy.
- Minimum 10 years of proven experience in designing and leading large-scale field surveys or market research studies, preferably at national level.
- Demonstrated experience in consumer behaviour research, sustainability, circular economy, waste management, or environmental policy compliance studies.
- Proven record of managing complex, multi-district or nationwide data collection exercises involving large enumerator teams.
- Strong expertise in quantitative and qualitative research methodologies, including survey design, sampling frameworks, questionnaire development,
- Experience using digital data collection tools such as Kobo Toolbox.
- Demonstrated capacity to train, supervise, and coordinate enumerators and field teams.
- Proven experience in managing operational logistics, timelines, deliverables, and financial oversight related to fieldwork implementation.
- Prior experience working with government institutions and public authorities in Sri Lanka is highly desirable.
- Excellent written and verbal communication skills in English, with working knowledge of Sinhala and/or Tamil.

Interested consultant should submit:

1. A technical proposal outlining methodology and relevant experience;
2. A financial proposal outlining the main 4 activities and expected outputs (in LKR excluding taxes).
3. CV of the consultant/core team

The applications must be submitted on Expertise France platform through the following link:

[https://expertise-france.gestmax.fr/14989/1/consultancy-opportunity-national-survey-on-plastic-bag-regulation-in-sri-lanka-h-f/en\\_US](https://expertise-france.gestmax.fr/14989/1/consultancy-opportunity-national-survey-on-plastic-bag-regulation-in-sri-lanka-h-f/en_US)

and sent by e-mail to: [amila.bogahawatta@expertisefrance.fr](mailto:amila.bogahawatta@expertisefrance.fr)

CC: ([khema.wijegoonawardane@expertisefrance.fr](mailto:khema.wijegoonawardane@expertisefrance.fr))

Deadline for applications: **03 April 2026 (17:00 Paris Time / 21:30 Colombo Time)**

### II. Contacts

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